

**Paramedic Task Force
Meeting Minutes for December 4, 2001
The Holiday Inn
Burbank, California
10:00am – 4:00pm**

Members Present: Kevin White, Jim Holbrook, Jan Ogar, and Debbie Becker.

Members Absent: Bill Cody, Dean Anderson, Bill Bower, Carol Gunter, Sabina Imrie, Bill Koenig, Tom McGinnis, Kym Mitchell, Kevin Rittger, Cheryl Smith, Sam Stratton.

EMSA Staff Present: Nancy Steiner, Bonnie Sinz, Craig Stroup, and Richard Watson.

Alternates Present: Mike Metro and Ray Navarro.

Alternates Absent: Linda Anderson, Nancy Eubanks, Dick Mayberry, Linda Mulgrew and David Nevins.

I. Review and Approval of Meeting Minutes

The minutes from the October 2, 2001 meeting were approved with no changes.

II. Setting of the Agenda

There were no changes to the agenda.

III. Review and Discussion

- Revised EMS System Evaluation and Improvement Program Guidelines

The group discussed possible changes in language in the EMSS-EIP Guidelines document. Kevin requested that Bonnie look at specifying the data to be collected. It should be identified in the QI section of the regulations instead of the record-keeping section of the regulations.

The suggestions were noted by Craig Stroup and Bonnie Sinz, and the guidelines will be revised to reflect the comments and questions voiced by the group.

- Core Quality Indicators

Craig Stroup presented the list of core indicators, which have evolved over the years through the Mountain Valley, LA County, North Coast EMS Grant, as well as through the Vision Project. Representatives of EMDAAC have also been involved in the development of the indicators. The indicators have been prioritized by consensus discussion and have been narrowed down to 12 core indicators. Each indicator was put into a table format, has been categorized, named and given a basic rationale. Within each core indicator, there is a set of sub-indicators.

The PTF members gave suggestions on improvement, which were noted by Craig Stroup for revision of the indicators.

IV. Discussion on Alternating Meetings between QI and CE

Nancy Steiner presented a recommendation that the PTF members address CQI issues at the meetings held in northern California and address training and continuing education issues at the meetings held in southern California. This recommendation was presented on behalf of Bonnie Sinz and Craig Stroup to allow them sufficient time to interface with the Data Vision Committee, and make revisions to, and conduct research for, the CQI documents based on the Task Force recommendations. It will also assist Craig Stroup in attending the meetings since grant funding may not be sufficient to pay travel expenses for the southern California meetings.

PTF members present were supportive of the recommendation. Nancy will send out the suggestion for QI/CE alternate meetings on the list serve to get feedback from the PTF members not present.

V. Next Meeting

The next meeting is scheduled for Tuesday, January 8, 2002 in Sacramento with a focus on QI.